

JJC DETENTION FACILITY INSPECTION REPORT

A. Detention Facility Information

Facility Name: GIRLS' REHABILITATION FACILITY	
Facility Address: 2861 Meadow Lark Drive San Diego, CA 92123	Date of Inspection: October 28, 2010 November 4, 2010
	JJC Chair: Kathleen Edwards
	JJC Admin. Officer: Michele Cummings JJC Secretary: Kathi Hamill
	Chief of Probation: Mack Jenkins
	Presiding Judge of the Juvenile Court: Hon. Cynthia Bashant
Facility Administrator: Craig Stover, Director	Telephone: (858) 694-4501
Detention Facility Contact: Leann Kowalski, Supv.P.O.	Telephone: (858) 694-4511
Inspection Team: Eileen Madigan	

B. Recommendations and Comments:

Progress Update for Previous Inspection's Recommendations:

1. Identify and provide specialized services for wards who have been exposed to sex work or human trafficking.

The Probation Department is collaborating with Dr. Amy Lansing for services. Dr. Lansing has obtained a National Institute of Child and Human Development grant to work with the wards in GRF. The funding allows for implementation of the "Seeking Safety" program to address PTSD and ETOH (ethyl alcohol) / Drug Use Disorders related to trauma issues.
2. Replace existing washer and dryers with industrial quality and capacity laundry facilities.

The Probation Department replaced an existing washer and dryer with commercial units on April 9, 2010.
3. Moving GRF may have a serious negative impact on the program due to the reliance on volunteer services. Decision makers should give strong consideration to the impact when weighing moving options.

At this time, GRF is expected to remain at its current location. Decision makers will consider the impact in relation to volunteer services in future discussions.

Recommendations Based on Current Inspection:

1. Replace carpeting throughout facility.
2. Investigate the possibility of linking school information systems to the Probation Case Management System (PCMS). This will shorten the time to obtain transcripts and ensure proper placement in appropriate classes.
3. Start a health program that measures the vitamin D level of wards. The majority of people in the United States are deficient in vitamin D. This can manifest as depression, anxiety, a weakened immune system, and many other conditions. Since wards generally spend several months at GRF, a program to supplement vitamin D for those who are deficient would be a practical wellness program.
4. Measure the effectiveness of the GRF program with a recidivism study. Currently, recidivism is reported at the Breaking Cycles level. It would be helpful to isolate the GRF program in a separate report.

General Comments:

The Girls' Rehabilitation Facility is a well-run program with caring staff and wards who feel safe. Staff should be commended for the excellent job that they are doing in helping to return young women to productive lives in the community. A picture is worth 1000 words.



The picture above is a wall in the Supervising Probation Officer's (SPO) office. It is covered with certificates, artwork, handmade jewelry and other mementos from the wards. It speaks to the respect that the wards have for the SPO and it also speaks volumes about the desire to help the wards succeed. A less caring staff might have a file for the mementos but these are publicly displayed and the wards obviously appreciate being recognized this way.

C. Average Daily Population & Staffing Information

Population Information:

	Adult Male	Adult Female	Juv. Male	Juv. Female	Total
Facility Capacity	0	0	0	50	50
Facility Average Daily Population	0	0	0	46	46

Has the facility exceeded capacity since the last inspection?

☐ Yes ☒ No

Does the facility house minors under California Welfare & Institutions Code Section 601?

☐ Yes ☒ No

List the languages spoken by probation staff members.

Several staff are fluent in Spanish. In addition, contract interpreters are employed as needed.

Probation Staffing Ratios:

Awake: 1:15

Asleep: 1:30

Probation Staffing:		
	# Filled	# Open
Director	1	0
Supervisors	1	0
CDPOs	15	0
Admin/Support	1	1
Other	4	0

Above staff are assigned solely to GRF; they are not shared positions with KMJDF.

Above staff are all significantly experienced.

D. CSA/Other Inspections

List inspections conducted by other agencies and dates of most recent inspection:

CSA: May 6, 2010
Title 15: March 4, 2010
Fire: November 1, 2009

Date of last fire drill: September 2, 2010

E. Facility Construction Information

Date Facility was: Constructed: 1957	Remodeled: N/A
Construction Added: 2003	Construction Planned: No

Will any Planned Remodeling or Construction Affect Facility Capacity (If Yes, Please Comment)?
N/A

F. Serious Incidents in Facility During Previous Calendar Year

Number of:	Suicide Attempts: 2	Suicides: 0
	Escape Attempts: 0	Escapes: 0
Number of:	Serious Assaults on Prisoners: 1	
	Serious Assaults on Staff: 1	
	Other Serious Incidents: 0	
Number of:	Serious Incidents Above for Which There Is A Written Record: 4	

G. Problems/Complaints Affecting Facility During Previous Calendar Year

Court Orders Affecting Facility (Attach Copy if Available): None				
Pending Litigation: None				
Number of Written Complaints Involving:				
Detainees:	Attorneys:	Family Members:	Medical:	Abuse:
675	0	0	0	0

H. Visual Review of Facility:

Living Area Comments: Clean and orderly.

Day Room Comments: Comfortable and well-used.

Kitchen Comments: Small and clean.

Recreation Area Comments: Sufficient for population.

SECTION A: ADMINISTRATION / MANAGEMENT

A.1 Policy Development and Monitoring

Who is primarily responsible for creating, updating, or modifying policies and procedures?

Title: Director

How often are policies and procedures reviewed for accuracy and consistency with daily practices?

Quarterly

Are policy and procedure manuals available on site?

☒ Yes ☐ No

Does the manual include the title, and contact information of the staff member to whom one can report a grievance or complaint?

☒ Yes ☐ No Staff member is not identified by name.

Does the manual include the title, and contact information of the staff member to whom one can propose a change to a policy?

☒ Yes ☐ No Staff member is not identified by name.

Please list the number of manuals available and the locations.

There are five hard copies of the manual. It is available to all staff on line.

Are probation staff members permitted to access these manuals?

☒ Yes ☐ No

Are contractors familiarized with these manuals during contractor orientation?

☐ Yes ☒ No

Are the youths' attorneys permitted to access these manuals via subpoena?

☒ Yes ☐ No

A.2 Internal Inspections and Reviews

Does the administrator in charge ever conduct a walk-through/visual inspection of the entire facility?

☒ Yes ☐ No

If yes, how often: Weekly

How often does the administrator in charge meet with probation staff members to discuss operations?

Weekly or more often if needed.

How often does the administrator in charge meet with medical staff to discuss operations?

Weekly or more often if needed.

How often does the administrator in charge meet with mental health staff to discuss operations and services?

Weekly or more often if needed.

How often does the administrator in charge meet with contracted programming representatives to discuss operations and services?

Weekly or more often if needed.

How often does the administrator in charge meet with school/education staff members to discuss operations and services?

Weekly or more often if needed.

A.3 Youth Records

Are case records regarding individual youth kept on site?

☒ Yes ☐ No Records are kept in the Probation Case Management System (PCMS)

If yes, describe the steps taken to protect their confidentiality:

The PCMS software supports confidentiality through the use of passwords and clearance of users. Remote access is permitted through secure channels. All staff who are cleared to use PCMS receive appropriate training.

A.4 Admission and Orientation

Are minors oriented to rules and procedures?

☒ Yes ☐ No

What steps are taken to ensure that minors are explained the rules and procedures in a developmentally appropriate manner?

Each new ward is orientated to the rules and program by a minor that has demonstrated that she knows the program. Additionally, explanations of rules and procedures are modified based on the age of the ward.

Are minors given copies of rules and procedures?

☒ Yes ☐ No

Can minors request that rules and procedures be provided in a language other than English?

☒ Yes ☐ No

Can parents request that rules and procedures be provided in a language other than English?

☒ Yes ☐ No

Are minors required to sign a document indicating they understand rules and procedures?

☒ Yes ☐ No

Are rules and procedures posted anywhere in the facility?

☐ Yes ☒ No However, all minors have their own copy in their room.

A.5 Personal Property and Monies

Are personal property and monies recorded, stored, and returned upon release?

☒ Yes ☐ No

Describe the types of personal property that may be kept in sleeping rooms.

Wards are allowed to keep letters and pictures. Those who reach the middle phase of the program are allowed to keep personal hygiene products. Exceptions can be approved.

A.6 Youth Release and Transition

Are there established protocols for transitioning youth out of the facility and into the community?

☒ Yes ☐ No Through Juvenile Field Services.

Do facility probation staff members ("inside POs") consult with the probation officer that will be assigned to the youth when they leave ("outside POs") to discuss transition-related concerns?

☒ Yes ☐ No

The Senior Officers are in constant communication with the "outside PO's" regarding all transition-related concerns.

Has the facility received any complaints from parents regarding the transition process?

☐ Yes ☒ No

Has the facility received any complaints from attorneys regarding the transition process?

☐ Yes ☒ No

A.7 Accommodations for the Disabled

Does the facility accept youth with disabilities?

☒ Yes ☐ No

Has this facility been determined to be an inappropriate facility for a youth with a disability (physical, developmental, emotional, psychological, intellectual, etc.) in the last 12 months?

☐ Yes ☒ No

Comments related to administration and management based on interviews with youth or others:

No negative comments.

SECTION B: SECURITY AND CONTROL

B.1 Post Orders

Do probation staff members have access to a detailed copy of their job description?

☒ Yes ☐ No

Do probation staff members have performance reviewed annually?

☒ Yes ☐ No

B.2 Permanent Logs

Are there policies and procedures in place that describe the types of incidents and occurrences which must be documented on a daily basis?

☒ Yes ☐ No

Are these logs stored electronically?

☒ Yes ☐ No

If yes, is there sufficient technical support to ensure that the electronic files that contain these logs are not compromised, corrupted, or deleted?

☒ Yes ☐ No

When needed, staff will call the help desk, where IT people are on call.

B.3 Security Features

Does the facility have ample security features (cameras, locks, alarms, etc.)?

- ☒ Yes ☐ No

There are locks and alarms-this is considered a minimum security facility.

Are there staff members on site who have the skills to maintain security features?

- ☒ Yes ☐ No

B.4 Security Inspections

Does the administrator in charge ever visually inspect the facility for security-related concerns?

- ☒ Yes ☐ No

If yes, how often: Weekly

Are random reviews of security tapes conducted?

- ☐ Yes ☒ No There are no cameras – they would not be useful in this setting.

B.5 Control of Contraband

Are there written policies that describe contraband?

- ☒ Yes ☐ No

Are there written policies that describe the disposition of contraband?

- ☒ Yes ☐ No

Describe if there have been a high number of incidents related to a specific type of contraband.

N/A

Has a weapon been found in the possession of a youth in the facility within the last 12 months?

- ☐ Yes ☒ No

Has a controlled substance (alcohol, tobacco, illegal drugs, or prescription drugs for which the youth in possession does not have a prescription) been found in possession of a youth within the last 12 months?

- ☐ Yes ☒ No

B.6 Detainee Searches

Do probation staff search sleep areas/rooms?

- ☒ Yes ☐ No

If yes, do probation staff members search the room in the presence of the youth?

- ☐ Yes ☒ No

Clean bedding or clothes mixed with soiled bedding or clothes during this process?

- ☐ Yes ☒ No

B.7 Accountability and Supervision

Describe measures taken to ensure that youth are supervised in a manner that provides for youth and staff safety:

Wards are oriented to the rules and procedures. Upon admission, each ward receives a written copy of the GRF Rulebook. They are also provided with a copy of "Passport to Life Program Phase Outline." Staff individually orients each ward to the rules. Parents are also oriented to rules and expectations. Both the ward and the staff member sign off that the ward has received orientation regarding the rules. Each ward is required to take and pass a test regarding the rules as part of the first phase of their Passport to Life program.

Respectful communication between staff and wards is expected continuously from both groups. Staff will take the role of mediator and motivate the wards through any behavioral or attitudinal issues that might prevent the ward from successfully completing the program.

B.8 Use of Force

Are there written policies in place to ensure that force is used only when necessary?

☒ Yes ☐ No

Are there written policies in place to ensure that force is used only as long as necessary?

☒ Yes ☐ No

Is each instance of a use of force documented?

☒ Yes ☐ No

If yes, are these documents reviewed by the administrator in charge?

☒ Yes ☐ No

When there is an instance where force is used, does an internal committee or task force convene to discuss the incident?

☒ Yes ☐ No

If GRF staff requires additional help, KMJDF can also respond.

B.9 Non-routine Use of Restraints

Are there written policies in place to ensure that restraints are used only when necessary?

☒ Yes ☐ No

Are there written policies in place to ensure that restraints are used only as long as necessary?

☒ Yes ☐ No

Is each instance of a use of restraints documented?

☒ Yes ☐ No

If yes, are these documents reviewed by the administrator in charge?

☒ Yes ☐ No

Wards are always referred for medical evaluation following restraint.

B.10 Tool & Equipment Control

Is there a written policy to ensure the adequate control of keys?

☒ Yes ☐ No

Is there a written policy to ensure the adequate control of tools?

☐ Yes ☒ No Not necessary as there are no tools at GRF.

Is there a written policy to ensure the adequate control of culinary utensils and equipment?

☒ Yes ☐ No

Is there a written policy to ensure the adequate control of medical equipment?

☒ Yes ☐ No

Is there a written policy to ensure the adequate control of supplies?

☒ Yes ☐ No

Is there a written policy to ensure the adequate control of vehicles?

☒ Yes ☐ No

B.11 Weapons Control

Are weapons of any types permitted in the facility?

☐ Yes ☒ No

Is there a weapons locker on site?

☒ Yes ☐ No

If yes, where is it located?

Outside of GRF's front door.

B.12 Discipline

Are there written policies that describe the discipline process?

☒ Yes ☐ No

Are measures taken to ensure that due process is preserved?

☒ Yes ☐ No

Approximately what percent of grievances/appeals related to disciplines are resolved in favor of the youth?

Percent: Less than 10%; most are for markdowns or school.

B.13 Supervision for Special Housing

Describe the measure taken to ensure that the youth in the following special housing arrangements are adequately supervised:

Administrative segregation: N/A – no special housing at GRF.

Protective custody: N/A – no special housing at GRF.

Disciplinary detention: N/A – no special housing at GRF.

B.14 Contingency/Emergency Plans

Are there written plans in place for the following contingencies/emergencies? Check all that apply.

- ☒ Contagious disease outbreak (Tuberculosis, Flu, etc.)
- ☒ Earthquake
- ☒ Fire
- ☒ Power outage/failure
- ☒ Riot

There are scheduled drills to practice all the plans.

Comments related to security and control based on interviews with youth or others:

There are no concerns related to security and control at this time.

SECTION C: FOOD SERVICE

C.1 Sanitation and Meal Service

Who/what agency maintains the kitchen area?

The Sheriff's Department

Are kitchen staff members trained regarding sanitation and food handling procedures?

- ☒ Yes ☐ No

Have kitchen staff members received any training in the last year other than training given to newly hired employees?

- ☒ Yes ☐ No

If yes, describe what the training included.

Training is through the Sheriff's Department.

Do youth work in the kitchen?

- ☒ Yes ☐ No

If yes, have they been trained?

- ☒ Yes ☐ No There is video training for safety and sanitation.

Describe the types of work youth perform:

Wards may assist with the preparation of snacks and special meals for earned special activities such as "5 Grade" parties.

Are youth permitted to converse during meals?

- ☒ Yes ☐ No

If yes, may a youth seated at one table converse with a youth seated at a different table?

- ☐ Yes ☒ No

Are meals served cafeteria style?

- ☐ Yes ☒ No

Are youth permitted 20 minutes or more to eat?

☒ Yes ☐ No

C.2 Adequate and Varied Meals

Is there a weekly menu posted?

☒ Yes ☐ No

Does a nutritionist, dietitian, or other health professional participate in the creation of the menu?

☒ Yes ☐ No

How many calories per day does a youth who eats all of the standard meals provided consume?

2800 – 3000 calories

What approximate percent of calories are from the following:

Protein: 19%

Carbohydrate: 52%

Fat: 29%

Are weaker youths protected from having food taken from them?

☒ Yes ☐ No

C.3 Special Diets

Can special diets be accommodated when medically necessary?

☒ Yes ☐ No

Was the facility unable to accommodate a special diet based on medical reasons within the last 12 months?

☐ Yes ☒ No

Can special diets be accommodated when based on a youth's religious practices or beliefs?

☒ Yes ☐ No

Was the facility unable to accommodate a special diet based on a youth's religious practices or beliefs in the last 12 months?

☐ Yes ☒ No

Comments related to administration food services based on interviews with youth or others:

Youth are generally satisfied with the food services.

SECTION D: COMMUNICATION

D.1 Staff-Youth Communication

Are youth provided opportunities to communicate with staff in writing?

☒ Yes ☐ No

Are youth provided opportunities to communicate with staff verbally?

☒ Yes ☐ No

Are communication aids (translators, hearing aids, etc.) provided when necessary?

- ☒ Yes ☐ No

D.2 Interpersonal Communication/Diversity Training

Do probation staff members participate in training to provide them with the skills to communicate with youth in a developmentally appropriate manner?

- ☒ Yes ☐ No

List types of diversity training by Probation staff members:

SCM
Embracing Diversity
Encouraging Respect

D.3 Grievances

Is there a formal grievance policy?

- ☒ Yes ☐ No

Are written grievances reviewed daily?

- ☒ Yes ☐ No

Are grievances tracked in some manner that would permit facility leaders to observe trends in grievance report?

- ☒ Yes ☐ No

GRF is still using the grievance tracking system with the same categories as last year.

Is there a method for youth to be able to express concerns about the facility to a probation department official who is not assigned to the facility?

- ☒ Yes ☐ No

Are youth made aware on a routine basis that they can express concerns about their detention to their attorneys?

- ☒ Yes ☐ No

Is there a formal grievance process available for parents?

- ☒ Yes ☐ No

If yes, how many parents have submitted grievances in the last 12 months?

Zero.

Comments related to communication based on interviews with youth or others:

Youth have a good understanding of their rights and the grievance process.

SECTION E: SAFETY AND SANITATION

E.1 Fire Safety

Do facility leaders have specific concerns about fire safety?

- ☐ Yes ☒ No

E.2 Non-Hazardous Furnishings

Are mattresses and bedding fire-resistant and non-toxic?

☒ Yes ☐ No

E.3 Control of Dangerous Materials

Are dangerous materials (toxins, biohazards, etc.) stored on site?

☐ Yes ☒ No

E.4 Clothing and Bedding

How often is bedding laundered?

Sheets/pillow cases: weekly

Blankets: monthly

Are additional blankets available on request?

☒ Yes ☐ No

How often are youth given clean clothes?

Every day.

Upon inspection, did clothing appear appropriate for the season and weather?

☒ Yes ☐ No

Upon inspection, did clothes appear clean?

☒ Yes ☐ No

E.5 Personal Hygiene/Showers

How frequently must youth shower?

Showers per week: 7

Minutes per shower: 5-6

Describe the hygiene products available to youth.

GRF provides all wards with basic toiletries, including shampoo, conditioner, toothbrush, body wash, deodorant, chapstick and hair gel. When wards reach the third phase of the program, they may have additional personal hygiene items.

Describe how probation staff members balance privacy and safety concerns.

Staff receive training in balancing privacy and safety.

E.6 Physical Facility and Equipment

Does this facility have a court holding area?

☐ Yes ☒ No

Comments related to safety and sanitation based on interviews with youth or others:

No concerns related to safety and sanitation.

SECTION F: SERVICES AND PROGRAMS

F.1 Classification, Review, and Housing

Are youth assessed upon intake to determine appropriate classification?

- ☒ Yes ☐ No

Do facility leaders conduct adequate re-classification reviews periodically?

- ☒ Yes ☐ No

Describe classification considerations:

The classification at GRF is different from that at KMJDF. It is classification that is specific to the GRF program and is regularly re-assessed by the Treatment Team.

F.2 Religious Practices

Are youth religious services offered in the facility?

- ☒ Yes ☐ No

If yes, list the religious/faith traditions for which services are offered.

Catholic
Christian
Other upon request, when possible

Are religious services offered in a language other than English?

- ☒ Yes ☐ No

If yes, list the languages in which services are offered.

As needed.

Are youth offered religious or faith-based counseling services?

- ☒ Yes ☐ No

Are youth permitted to keep religious texts in their sleeping rooms?

- ☒ Yes ☐ No

F.3 Volunteer Work Assignments

Are sentenced youth in the facility permitted to work or perform chores on a voluntary basis?

- ☒ Yes ☐ No

If yes, describe the nature of the tasks.

Doing dishes and gardening.

Are unsentenced youth in the facility permitted to work or perform chores on a voluntary basis?

- ☐ Yes ☐ No - N/A

F.4 Work Assignments and Security

Are sentenced youth in the facility required to work or perform chores?

- ☒ Yes ☐ No

If yes, describe the nature of the assignments.

Keeping their rooms clean.

Are unsentenced youth in the facility required to work or perform chores?

☐ Yes ☐ No - N/A

F.5 Programming

For which of the following areas are formalized programs or services offered (either by probation staff members or a contractor)? Check all that apply.

- Anger management classes/Counseling/Groups
- Conflict resolution skills
- Diversity/Tolerance/Human relations
- Domestic/Relationship violence education
- Family reunification planning
- Financial literacy education
- Gang awareness/Prevention/Intervention
- Health and wellness education
- Parenting education
- Sexual health education
- Social/interpersonal skills
- Substance abuse counseling
- Survivors of abuse/maltreatment/violence counseling
- Victim awareness
- Vocational training

F.6 Exercise and Out-of-Sleeping Room Opportunities

Are youth given opportunities for physical recreation/exercise?

■ Yes ☐ No

If yes, how many hours per day?

Hours: 2

Is participation in physical recreation/exercise required?

■ Yes ☐ No

Describe how probation staff members handle situations where youth refuse to participate in physical recreation/exercise.

Wards refusing to participate in physical recreation receive a Thinking Essay. The essay must be at least 200 words and include what the ward learned from the incident.

Are youth given opportunities for other types of recreation outside of their sleep rooms (play games, watching movies, etc.)?

■ Yes ☐ No

If yes, how many hours per day?

Hours: 1 hour on weekdays; 3 hours on weekends

F.7 Access to Legal Services

Are youth permitted to have reasonable contact with their attorneys?

- ☒ Yes ☐ No

Has an attorney in the last 12 months complained that they were not able to communicate with a youth/client?

- ☐ Yes ☒ No

Has a parent complained in the last 12 months that their son or daughter was denied access to his or her attorney?

- ☐ Yes ☒ No

F.8 Telephone Access

Are youth permitted to use the telephone to contact parents/guardians?

- ☒ Yes ☐ No

Are youth permitted to use the telephone to contact anyone other than parents/guardians and attorneys?

- ☒ Yes ☐ No

Are telephone calls monitored?

- ☐ Yes ☒ No

Are telephone calls recorded?

- ☐ Yes ☒ No

Has a parent/guardian complained in the last 12 months that their son or daughter was denied reasonable access to the telephone?

- ☐ Yes ☒ No

F.9 Visitation Privileges

What are the visitation hours for this facility?

Hours: Thursdays 6:00 pm – 8:00 pm, and Sundays 9:00 am – 11:00 am

Who may visit youth? Check all that apply.

- ☒ Parents/Legal guardians
☐ Adult siblings
☐ Minor siblings
☒ Others, please list:

Court ordered, if cleared, special circumstances, and weekly child visits.

Is there ample space in the facility for visitation?

- ☒ Yes ☐ No

Are youth permitted to have private conversations with visitors?

- ☒ Yes ☐ No

Do probation staff members supervise visits?

- ☒ Yes ☐ No

Has there been an instance in the last 12 months of a visitor bringing contraband into the facility?

☐ Yes ☒ No

Has there been an instance in the last 12 months of a visitor threatening a youth or staff member?

☐ Yes ☒ No

List the primary reasons why family members do not visit youth.

Transportation issues or lack of proper ID.

F.10 Detainee Mail and Correspondence

Are youth permitted to receive mail?

☒ Yes ☐ No

Are youth permitted to send mail?

☒ Yes ☐ No

Is postage free?

☒ Yes ☐ No

Is mail screened for contraband?

☒ Yes ☐ No

Does a staff member read mail addressed to a youth?

☐ Yes ☒ No

Unless approved by a SPO when there is a safety and security concern in the facility or if it is Court ordered.

Comments related to services and programs based on interviews with youth or others:

Approximately 90% of wards attend religious services.

Wards do not miss school due to chores or work assignments.

Programs are provided in a number of ways: staff, Second Chance, law firms, volunteers and others. The programs are not optional and wards appreciate the real-world material like how to balance a checkbook and how to manage the cost of living.

Visiting times are flexible if parents are working.

SECTION G: HEALTH CARE

Medical Staffing:			
	#Filled	# Open	Contractor (Y/N)
Physician	1	0	Y
Physician's Assistant	1	0	Y
Registered Nurse	7	0	Y
Licensed Vocational Nurse	8	0	Y
Nurse Practitioner	1	0	Y
Emergency Medical Tech	N/A	0	N/A

G.1 Intake Health Screening

Which of the following health screenings are conducted upon intake? Check all that apply.

- ☐ Medical
- ☐ Dental
- ☐ Vision
- ☐ Mental health/Psychological
- ☐ Sexually transmitted infections
- ☐ Pregnancy tests (if females are held in the facility)

All intake is done at KMJDF.

G.2 Medical, Dental, and Mental Health Appraisals

Which of the following complete health appraisals are conducted within 14 days of admission to the facility? Check all that apply.

- ☐ Medical (Complete history and physical)
- ☐ Dental
- ☐ Vision
- ☐ Mental health/Psychological
- ☐ Sexually transmitted infections
- ☐ Pregnancy tests (if females are held in the facility)

All intake is done at KMJDF.

Medical staff at GRF have access to the medical, dental, and mental health records. Results of mental health/psychological appraisals are incorporated into the treatment plans for the wards. In addition, the SPO can red flag records for the GRF staff.

G.3 Access to Routine, Chronic, and Emergency Health Services

Is there an established procedure in place for youth to request medical services?

- ☒ Yes ☐ No

Is there an established procedure in place for youth to request dental services?

- ☒ Yes ☐ No

Is there an established procedure in place for youth to request mental services?

- ☒ Yes ☐ No

Are probation staff members permitted to refer youth for medical treatment?

- ☒ Yes ☐ No

Are probation staff members permitted to refer youth for mental health services?

- ☒ Yes ☐ No

Who makes the determination whether or not a minor is seen after a sick call slip is turned in?

The Medical Clinic makes the decision.

Of a random sample of 50 sick call slips, how many were responded to and in how many hours?

Sick call slips always receive a response. For those that are not an emergency, wards leave the slips in a box that is checked four times a day.

Are reasonable arrangements made to permit youth to see their personal or family healthcare providers?

- ☒ Yes ☐ No

G.4 Experimental Research

Are youth permitted to be subjects of any of the following types of research? Check all that apply.

- ☒ Behavioral/Psychological
- ☐ Biomedical
- ☐ Cosmetic
- ☐ Pharmaceutical

If applicable, do youth consent to participation in research?

Yes

If applicable, do parents consent to participation in research?

Sometimes – however, sometimes the parent cannot be located. Consent can also be court-ordered.

If applicable, describe any research studies in which youth in the facility participated in the last 12 months.

Canine Assisted Training (CAT) examines the effects of CAT on self-esteem and self-efficacy in high-risk adolescents 13-17.

Dr. Amy Lansing's Neurological Trauma Research.

G.5 Suicide Prevention

Is there a written suicide prevention plan in place?

- ☒ Yes ☐ No

Have there been any instances in the last 12 months where the written plan was not followed in response to a youth at risk of suicide?

- ☐ Yes ☒ No

Describe the suicide prevention plan.

A ward who is a suicide danger is sent to KMJDF for close monitoring. She can return to GRF when the danger is passed.

G.6 Hunger Strikes

Is there a written plan that describes the appropriate response to a youth who engages in a hunger strike?

☒ Yes ☐ No

Have there been any instances in the last 12 months where the written plan was not followed in response to a youth on a hunger strike?

☐ Yes ☒ No

Describe the hunger strike plan.

Since a hunger strike can be the result of an eating disorder, the Medical Clinic gets involved. Wards are closely monitored for food intake and use of the bathroom.

G.7 Death

Is there a written plan that describes the response to a youth's death in the facility?

☒ Yes ☐ No

Have there been any instances in the last 12 months where the written plan was not followed in response to the death of a youth?

☐ Yes ☒ No

Describe the plan in place to respond to the death of a youth.

This is fully documented in the Policy and Procedures Manual.

G.8 Informed Consent/Involuntary Treatment

Is informed consent obtained, when appropriate, prior to the delivery of care?

☒ Yes ☐ No

Are youth fully explained the nature of the care they receive and the side effects or complications that may occur as a result of treatment or medications?

☒ Yes ☐ No

G.9 Infectious Disease

Is there an infection control program that aims to ensure the safety of youth, staff, and visitors?

☒ Yes ☐ No

Comments related to health care based on interviews with youth or others:

The most common medical complaints that the wards have are related to musculoskeletal problems like back pain.

Pregnant wards see an OB/GYN every two weeks. They have prenatal labs and ultrasounds.

The physician's assistant or the doctor routinely orders medical appointments in the community. The GRF clerk handles the scheduling, and transportation is via the Probation Department's

vehicle or the GRF van. Typical conditions that are handled outside the facility include diabetes that is out of control, broken bones that need to be cast, eyeglasses, and any major medical situation.

If parents request that the ward be treated by the family physician in the community, the request is normally approved. Pregnant wards always have the option of being seen by the GRF OB/GYN or a community physician – they usually choose to see the GRF OB/GYN. Wards must have health insurance in order to see a community physician.

Wards have the opportunity of seeing a dentist every Friday at GRF for fillings or extractions. There are no problems obtaining parental consent for wards' treatment.

The GRF Psychologist, Dr. Therese Reichert, indicated that the GRF population is very troubled, with almost 100% trauma. She sees cases of serious depression and behavior issues. Some of the wards are seen daily in a crisis situation, others are seen weekly. Recently, about 50% of the wards required medication; normally it is about 35%. The need for medication seems to go in waves. Recently it has been higher but it is too soon to see that as a trend.

SECTION H: EDUCATION

School Staffing:			
	#Filled	# Open	SDCOE/JCCS? (Y/N)
Credentialed Teachers Total	3	0	Y
Credential Special Education Teachers Total	1	0	Y
Teachers' Aides	2	1	Y
Paid Tutors	1	0	N/A
Volunteer Tutors	7	0	N
Other			

H.1 School Capacity/Attendance

How many youth are attending school?

Number: All

Estimate the average grade level of youth participating in school in the facility:

9th-10th

Estimate the average age of youth participating in school in the facility:

15-16 years old

Describe under what circumstances a youth would not attend school.

All wards attend school but may miss classes due to illness or an unusual activity that takes them out of the facility (like funeral leave).

Is there adequate classroom space for the number of youth attending school?

☒ Yes ☐ No

H.2 Supplies

Are there an adequate number of textbooks?

- ☒ Yes ☐ No

Are the textbooks available up to date and consistent with educational standards in the State of California?

- ☒ Yes ☐ No

Are there adequate school supplies (pens, pencils, paper, etc.)?

- ☒ Yes ☐ No

Are there a sufficient number of computers available for teachers and school staff to use?

- ☒ Yes ☐ No

Are there computers available for youth to use?

- ☒ Yes ☐ No

If yes, are youth supervised while using the computers?

- ☒ Yes ☐ No

H.3 High School Programs/GED

Do youth have the opportunity to receive high school credits that can be transferred to their home school districts?

- ☒ Yes ☐ No

Are records from previous schools available to facility school staff?

- ☒ Yes ☐ No

Are youth given an opportunity to take the California High School Exit Examination (CAHSEE) when appropriate?

- ☒ Yes ☐ No

Describe curricula and interventions available for youth who are not academically prepared to complete work at a ninth grade level.

All students are expected to work out of state mandated text. Those who aren't academically prepared are given support to help get them up to speed. If the student has an Individual Learning Plan (IEP), they are assisted by the Special Ed Department. Those who are not at grade level and are suspected of having a learning disability after observation and/or testing, but don't have IEP's, are referred to the Special Education Department for an IEP initiation. Students whose academics are low because they just have a lack of education and do not have a learning disability are supported by tutors, teaching assistants, graphic organizers, audio books, or whatever else can be used to try to help them get closer to where they need to be educationally.

H.4 Post-High School/GED

Are there educational opportunities available for youth you have completed high school or their GED?

- ☒ Yes ☐ No

Are youth given information and counseling regarding community college and four-year college options?

- ☒ Yes ☐ No

Are youth given information and counseling regarding financial aid options for college?

☒ Yes ☐ No

Are youth given resources for college entrance exam preparation when appropriate?

☒ Yes ☐ No

Are youth able to take courses for college credit online?

☒ Yes ☐ No

Do youth in the facility take military readiness testing?

☐ Yes ☒ No Recruiters come to GRF to talk to the wards.

H.5 Vocational Programs/ROP

Describe the vocational and Regional Occupations Programs (ROPs) that are available in the facility.

The Regional Occupations Program (ROP) through the Juvenile Court and Communities Schools (JCCS) offers a Retail and Sales Merchandising training program for eight weeks. The ROP has staff in place for the wards after they leave GRF and follows up with their programming and job placement in the community. There is also a work readiness program offered through Second Chance.

Do vocational programs and ROP opportunities have sufficient space and resources for the number of youth interest in participating?

☒ Yes ☐ No

Has a youth been denied participation in one of these programs in the last 12 months?

☐ Yes ☒ No

H.6 Special Education/IEP Programs

Do credentialed special education teachers participate in lesson planning and curriculum development?

☒ Yes ☐ No

How many youth in the facility have an Individualized Education Program (IEP)?

Number: 9-10

Are regular IEP meetings held?

☒ Yes ☐ No

Are parents notified of these meetings?

☒ Yes ☐ No

Are parents permitted to attend these meetings?

☒ Yes ☐ No

Describe the most common obstacle to IEP compliance.

Parents' non-attendance due to transportation problems or conflict with work.

Are there sufficient resources available to accommodate youth with special education needs?

☒ Yes ☐ No

H.7 Special Programs and Activities

Describe other special programs or activities sponsored by school staff:

Career Resource Fairs, Museum of Tolerance, World Link USD, Carlsbad 5K Run, Balboa Park Casa Del Prado Plays, Author presentations and book signings, Court Book Club, National City Beauty School excursions and presentations.

H.8 Independent Study

Are independent study options available?

☐ Yes ☒ No

H.9 Relationship with Other Stakeholders

Describe the nature of the relationship between school staff and other stakeholders (parents, probation staff members, contracted program staff members, etc.).

All stakeholders are committed to the success of the wards. The weakest link appears to be the parents of the wards. Various circumstances keep a portion of the parents uninvolved in the rehabilitation of the girls.

Comments related to education based on interviews with youth or others:

In interviews with two of the wards, they both went into great detail about their classes and how they thought they were learning a lot. One of the wards was preparing for her GED test the following week. Following the test, she would be working on her high school diploma. Based on discussion with the wards, the classes seem challenging. A comment was that they were studying Julius Caesar in English class and it was hard. They are also working on a PowerPoint project in social studies and in "work readiness" they practice interview skills and use MS Word to prepare a résumé.

This Commissioner also had the opportunity to meet with the school principal, Roberto Carrillo. Principal Carrillo reiterated the theme that teachers at GRF are actually teaching – they are not acting as babysitters. GRF is a good environment for teachers and has some of the lowest teacher turnover in the system. Some GRF teachers have 25 years of experience and one of the teachers was recently the "teacher of the year." GRF is the only Court school that has homework assignments every day.

GRF has adopted the SDAIE Strategy. SDAIE classes are those classes containing LEP students, taught by teachers using special techniques and strategies designed to assist LEP students in both language-acquisition and subject-matter content. SDAIE stands for Specially-Designed Academic-Instruction in English.

SECTION I: WORKFORCE INTEGRITY

I.1 Staff Background and Reference Checks

Do staff members have an initial background check before they are hired?

☒ Yes ☐ No

Do staff members have reference checks before they are hired?

☒ Yes ☐ No

Do staff members meet with a psychologist before they are hired?

☒ Yes ☐ No

Do staff members undergo drug testing before they are hired?

- ☒ Yes ☐ No

Do staff members under go periodic criminal history checks after they are employed?

- ☐ Yes ☒ No

The Policy & Procedures Manual requires that staff report any law enforcement contact.

I.2 Staff Training, Licensing, and Credentialing

For which of the following topics below do staff members receive training? (Check all that apply).

- ☒ Adolescent development
If yes, how often? Yearly-SCM
- ☒ Appropriate relationships/boundaries with youth.
If yes, how often? Yearly-SCM
- ☒ Appropriate disciplinary techniques.
If yes, how often? Yearly-SCM
- ☒ Confidentiality.
If yes, how often? Every two years.
- ☒ Conflict management.
If yes, how often? Yearly
- ☒ CPR/First aid.
If yes, how often? Every two years.
- ☒ Emergency response.
If yes, how often? Yearly
- ☒ Ethical decision-making.
If yes, how often? Yearly.
- ☒ Inclusion methods for youth with disabilities or special needs.
If yes, how often? Every two years.
- ☒ Reporting requirements for abuse, neglect, or maltreatment that occurs in the facility.
If yes, how often? Every two years.
- ☒ Reporting recruitments for abuse, neglect, or maltreatment that occurred outside the facility.
If yes, how often? Every 2 years
- ☒ Sexual harassment.
If yes, how often? Every 2 years
- ☒ Signs of abuse or neglect.
If yes, how often? Every 2 years
- ☒ Use of force.
If yes, how often? Yearly

- Use of restraints.

If yes, how often? Yearly

I.3 Staff Misconduct

Are there written policies for addressing staff misconduct?

- Yes ☐ No

☐ Yes ☐ No Minors in custody

☐ Yes ☐ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member physically assaulting a youth?

- ☐ Yes ■ No

☐ Yes ☐ No Minors in custody

☐ Yes ☐ No Minors out of custody

Have there been any allegations within the last 12 months of staff member sexually assaulting a youth?

- ☐ Yes ■ No

☐ Yes ☐ No Minors in custody

☐ Yes ☐ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member verbally threatening a youth?

- ☐ Yes ■ No

☐ Yes ☐ No Minors in custody

☐ Yes ☐ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member touching a youth in any inappropriate way?

- ☐ Yes ■ No

☐ Yes ☐ No Minors in custody

☐ Yes ☐ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member commenting on the physical appearance of a youth in a manner that is outside the scope of the staff member's job duties?

- ☐ Yes ■ No

☐ Yes ☐ No Minors in custody

☐ Yes ☐ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member entering a youth's sleeping room for any reason that was outside the scope of the staff member's job duties?

- ☐ Yes ■ No

☐ Yes ☐ No Minors in custody

☐ Yes ☐ No Minors out of custody

If the answer is yes to any of the inquiries related to allegations, is there written documentation of the incident, follow-up, and responsive action.

All minors at GRF are "in custody."

Comments related to workforce integrity based on interviews with youth or others:

No relevant comments.

SECTION J: BUDGET AND FISCAL CONCERNS

Describe any impacts to the facility in the last 12 months that were caused by a loss or change to funding or funding sources (include staff vacancies, program reductions, contractor changes, etc.).

GRF has not been impacted by budget changes.

Comments related to budget and fiscal concerns:

There are no budget or fiscal concerns.

SECTION K: SUPPLEMENTAL DOCUMENTATION

Which of the following documents did the inspection team have the opportunity to review? Check all that apply.

- Copies of reports for inspections conducted by other agencies within the last year.
- A sample daily schedule.
- A list of programs available at the facility. Please include whether they are coordinated by Probation staff, a contractor, or a volunteer/volunteer group.
- A copy of the Policies and Procedures Manual.
- Sample daily menus for seven consecutive days in the last month.
- A sample grievance form.
- ☐ A floor plan/map of the facility (if possible).
- A sample transition plan (if possible).
- GRF Organization Chart.
- Sample serious incident reports.
- Unit logs.
- Sample assessment/plan.

Comments related to supplemental documentation:

All supplemental documentation was well-organized and thorough.

/end